

# Dear Amazing Co-Worker,

**This school year is certainly going to be interesting but not impossible!** It seems we will be roommates for a little while as I create an awesome rolling art room and deliver art instruction from a mobile art cart. This year, we are all doing new things we never thought we'd do, but I plan to do it with coffee in one hand, sanitizer in the other hand, and a smile under my mask.

As we enter into a year full of unknowns, I want to work together to make sure we can best support our students. These kids need us now more than ever! That's why I'd like to communicate my plan for how I aim to be the best mobile "art on a cart" art teacher! Your support, flexibility, and communication means so much to me as we take on this adventure together.

## What you can expect from me:

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- I will do my best to respect your time. Please understand that I may occasionally be a few minutes late traveling from another classroom.
- I will do my best to leave your classroom as clean as possible. Art can be messy sometimes, but we will always do our best to clean up afterward.
- I will wash my hands before and after entering your classroom. After all, you can never have enough hand washing!
- I will do my best to be consistent with the classroom management tools you have in place. I will blend in my own successful management techniques, such as volume control during art time.
- I will communicate my storage plan and technology questions.
- I will always come to you first if I have a question or concern since roomies always have to support each other!

## What I hope to expect from you:

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- Please respect my time, too. If you leave your room during art time, please return promptly, so I can make it to my next class on time.
- Please communicate your classroom management systems and how to use the technology in your room.
- Please share your seating chart, if available, especially when I might have a substitute teacher.
- Please keep me in the loop regarding any COVID related illnesses. Since I see the entire school population, this information is really important for me to know.
- Please come to me if you have a question or concern and continue to communicate openly with me. Teamwork makes the dream work, and as a team, we can do anything!

Thank you for being you!

Artfully,



# “Art on a Cart” Teacher Plans for...

## ARTWORK STORAGE

## RESPECTING YOUR PREP TIME

## USING TECHNOLOGY IN YOUR ROOM

## UNDERSTANDING TIME MANAGEMENT

## CLEAN UP

## MY PREFERRED METHOD OF COMMUNICATION

**Your turn! Please fill out and return to me.**

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## Teacher Name:

**CLASSROOM MANAGEMENT:** Describe the management system you use and any details I might need to know. For example, do you use bucket fillers, stop signs, etc?

**TECHNOLOGY:** List technology available and any tech tips, tricks, passwords that are specific to your room.

**YOUR PREFERRED METHOD OF COMMUNICATION:** What’s your favorite way for me to communicate with you? A quick email, face to face, phone call, messenger owl, or something else?